

1 Go to myLASERS.org, and click on the **Sign Up** link at the bottom of the box. The **Create Account** screen will appear.

2 Enter your **email address, password and display name**. Click the **Register** button. *LASERS suggests using a **personal** email address. A **verification email** will be sent to your email.*

3 Click on the green **Activate Account** button in the email.

4 You will be redirected to the **multi-factor authentication (MFA)** setup page. You can choose SMS Authentication, Voice Call Authentication, Google Authenticator, and/or Okta Verify. Click the **Setup** button under your preferred method. Follow the instructions on the screen to complete the setup. Click **Finish** to move to the registration page.

5 Enter your Social Security Number, DOB, and Zip Code and click **Register**.

6 You should now see a screen with options to select your preferred method of receiving a one-time PIN.

7

Make your selection and click **Send PIN**.
A confirmation page will appear.

8

You should receive a PIN consisting of nine alphanumeric characters based on your selected delivery method. **Enter the PIN** and press the **Verify PIN** button.

with myLASERS, members can:

- **Access Personal Information**
- **View Membership History**
- **View Payment History**
- **View 1099s**
- **Setup Notifications**
- **Upload Documents**
- **Update Tax Withholding**
- **Check Application Status**
- **Create Benefit Estimates***
- **Create Repay Refund Estimates***
- **View DROP/IBO Account Activity**
- **Submit eForms**

**Active members only*

LASERS

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